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Tender

## **Truro & Penwith Academy Trust - Provision of Supply Agency Services & Preferred Provider List**

Truro & Penwith Academy Trust

F02: Contract notice

Notice identifier: 2023/S 000-012849

Procurement identifier (OCID): ocids-h6vhtk-03c673

Published 4 May 2023, 4:39pm

The closing date and time has been changed to:

**18 July 2023, 12:00pm**

See the [change notice](#).

### **Section I: Contracting authority**

#### **I.1) Name and addresses**

Truro & Penwith Academy Trust

Academy House

Truro

TR4 9LD

#### **Contact**

Judy Brinson

#### **Email**

[JBrinson@tpacademytrust.org](mailto:JBrinson@tpacademytrust.org)

**Country**

United Kingdom

**NUTS code**

UK - United Kingdom

**Internet address(es)**

Main address

<https://www.tpacademytrust.org/web>

Buyer's address

[https://www.mytenders.co.uk/search/Search\\_AuthProfile.aspx?ID=AA43189](https://www.mytenders.co.uk/search/Search_AuthProfile.aspx?ID=AA43189)

**I.2) Information about joint procurement**

The contract is awarded by a central purchasing body

**I.3) Communication**

The procurement documents are available for unrestricted and full direct access, free of charge, at

<https://www.mytenders.co.uk>

Additional information can be obtained from the above-mentioned address

Tenders or requests to participate must be submitted electronically via

<https://www.mytenders.co.uk>

**I.4) Type of the contracting authority**

Body governed by public law

**I.5) Main activity**

Education

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## **Section II: Object**

### **II.1) Scope of the procurement**

#### **II.1.1) Title**

Truro & Penwith Academy Trust - Provision of Supply Agency Services & Preferred Provider List

#### **II.1.2) Main CPV code**

- 79620000 - Supply services of personnel including temporary staff

#### **II.1.3) Type of contract**

Services

#### **II.1.4) Short description**

Truro and Penwith Academy Trust and Providers are invited to tender to become a Provider on the Trust Supply Agency Services preferred Provider List. The Trust is looking to appoint the three highest scoring successful Providers to provide Supply Agency Services to all schools within the Trust.

#### **II.1.5) Estimated total value**

Value excluding VAT: £4,195,000

#### **II.1.6) Information about lots**

This contract is divided into lots: No

### **II.2) Description**

#### **II.2.2) Additional CPV code(s)**

- 79600000 - Recruitment services

#### **II.2.3) Place of performance**

NUTS codes

- UKK30 - Cornwall and Isles of Scilly

Main site or place of performance

Truro and Penwith Academy Trust  
Academy House, Truro Business Park,  
Threemilestone,  
Truro  
TR4 9LD

#### **II.2.4) Description of the procurement**

This Tender opportunity has been issued by Truro and Penwith Academy Trust and Providers are invited to tender to become a Provider on the Trust Supply Agency Services preferred Provider List. The Trust is looking to appoint the three highest scoring successful Providers to provide Supply Agency Services to all schools within the Trust.

The Trust is looking to appoint the three highest scoring Providers who will become part of the Trust's preferred Provider List. This will enable each school to select any Provider from the list in order to book suitable cover for the role(s) required. The Trust will not guarantee any level of supply for each individual Provider on the list and the schools will have the freedom to select whichever Provider they choose to use from this preferred Providers list.

Cover is predominantly required for Teaching and Teaching Assistant posts. However, there have been a small minority of cases where cover has been required for school administration. Cover is required for short term absence including sickness or CPD or authorised other absence. Longer term cover is also a significant requirement e.g., long term sickness cover or while a role is being recruited.

The need for specialist SEN experience for teachers and Teaching Assistants is on the increase in all schools and to support two on site specialist support provisions.

Currently, each school in the Trust refer to a Supply Agency Provider in the instance the cover is required. No formal contract is in place. For primary schools, the School Administrator manages the bookings and for secondary schools, this role is performed by the School Business Manager or Cover Supervisor.

The Preferred Provider contract is to be for a period of [three (3) years with the possible extension of two (2) further years, in 12-month intervals (3+1+1)].

#### **II.2.5) Award criteria**

Quality criterion - Name: Quality / Weighting: 60

Quality criterion - Name: Price / Weighting: 40

Price - Weighting: 40

**II.2.6) Estimated value**

Value excluding VAT: £4,195,000

**II.2.7) Duration of the contract, framework agreement or dynamic purchasing system**

Duration in months

36

This contract is subject to renewal

Yes

Description of renewals

two further years in 12 monthly increments.

**II.2.10) Information about variants**

Variants will be accepted: No

**II.2.11) Information about options**

Options: No

**II.2.13) Information about European Union Funds**

The procurement is related to a project and/or programme financed by European Union funds: No

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## **Section III. Legal, economic, financial and technical information**

### **III.1) Conditions for participation**

#### **III.1.1) Suitability to pursue the professional activity, including requirements relating to enrolment on professional or trade registers**

List and brief description of conditions

As per the information contained in the procurement documents

#### **III.1.2) Economic and financial standing**

Selection criteria as stated in the procurement documents

#### **III.1.3) Technical and professional ability**

Selection criteria as stated in the procurement documents

### **III.2) Conditions related to the contract**

#### **III.2.1) Information about a particular profession**

Execution of the service is reserved to a particular profession

Reference to the relevant law, regulation or administrative provision

A Provider must be accredited by one of these bodies:

- The Recruitment and Employment Confederation
- The Association of Professional Staffing Companies
- Standards in Recruitment

#### **III.2.2) Contract performance conditions**

Given in the Specification of Requirement tender document

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## **Section IV. Procedure**

### **IV.1) Description**

#### **IV.1.1) Type of procedure**

Open procedure

#### **IV.1.8) Information about the Government Procurement Agreement (GPA)**

The procurement is covered by the Government Procurement Agreement: Yes

### **IV.2) Administrative information**

#### **IV.2.2) Time limit for receipt of tenders or requests to participate**

Originally published as:

Date

16 June 2023

Local time

12:00pm

Changed to:

Date

18 July 2023

Local time

12:00pm

See the [change notice](#).

#### **IV.2.4) Languages in which tenders or requests to participate may be submitted**

English

#### **IV.2.6) Minimum time frame during which the tenderer must maintain the tender**

Duration in months: 3 (from the date stated for receipt of tender)

## **IV.2.7) Conditions for opening of tenders**

Date

16 June 2023

Local time

12:00pm

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## **Section VI. Complementary information**

### **VI.1) Information about recurrence**

This is a recurrent procurement: No

### **VI.3) Additional information**

NOTE: To register your interest in this notice and obtain any additional information please visit the myTenders Web Site at

[https://www.mytenders.co.uk/Search/Search\\_Switch.aspx?ID=229297](https://www.mytenders.co.uk/Search/Search_Switch.aspx?ID=229297).

The buyer has indicated that it will accept electronic responses to this notice via the Postbox facility. A user guide is available at

[https://www.mytenders.co.uk/sitehelp/help\\_guides.aspx](https://www.mytenders.co.uk/sitehelp/help_guides.aspx).

Suppliers are advised to allow adequate time for uploading documents and to dispatch the electronic response well in advance of the closing time to avoid any last minute problems.

(MT Ref:229297)

### **VI.4) Procedures for review**

#### **VI.4.1) Review body**

Public Procurement Review Service

Cabinet Office

London

Email

[publicprocurementreview@cabinetoffice.gov.uk](mailto:publicprocurementreview@cabinetoffice.gov.uk)



Country

United Kingdom

Internet address

<https://www.gov.uk/government/publications/public-procurement-review-service-scope-and-remit>

**VI.4.2) Body responsible for mediation procedures**

Truro & Penwith Academy Trust

Academy House

Truro

TR4 9LD

Email

[judyb@tpacademytrust.org](mailto:judyb@tpacademytrust.org)

Country

United Kingdom

**VI.4.4) Service from which information about the review procedure may be obtained**

Truro & Penwith Academy Trust

Academy House

Truro

TR4 9LD

Email

[judyb@tpacademytrust.org](mailto:judyb@tpacademytrust.org)

Country

United Kingdom

